

The April 21, 2010 meeting of the Dundee Township Park District Board of Commissioners held at the Randall Oaks Golf Course Clubhouse was called to order at 7:01 p.m. by President Frank Scarpelli. Commissioners responding to roll call were: Jim Bonkoski, John Meschewski, Erin O'Leary, Craig Rakow and Frank Scarpelli.

Consent Agenda

1. Approval of Items to be Considered for Consent Agenda – Meschewski made a motion with a second by O'Leary to approve the Items to be Considered for Consent Agenda to include: Approval of April 7, 2010 Board Meeting Minutes, Budget Report, Payment of Bills, and April Personnel List. The motion passed 5 to 0.
2. Approval of Consent Agenda – Rakow made a motion with a second by Bonkoski to approve the April 21, 2010 Consent Agenda. The motion passed 5 to 0.

Staff Reports

Superintendent of Finance Greg Gannon reviewed the March 31st Fund Financial Summary reports comparing current fiscal year to date figures to the current fiscal year budget figures. He also reviewed and discussed the Investment Summary report including the District's Certificates of Deposit. The total investment value as of March 31, 2010 was \$3,472,000.

Deputy Director Don Kappel reported that a draft of a new part-time personnel policy manual is being reviewed by department heads and he hopes to present it for approval at the next Board meeting. He is beginning the project of revising the Board manual. He has been working on the budget for capital projects. District attorney John Regan is preparing the settlement agreement for the court to rule on regarding the vandalism at Grand Pointe Park. The election of officers will take place at the next Board meeting. Kappel conducted an in-service presentation for the Administration office staff regarding policies and procedures.

Deputy Director Jim Miller explained that spring programs are underway. The current main focus of staff is getting ready for the summer. Summer camp registration has started. Hiring of summer staff has been completed. The summer brochure will go to the post office for mailing on May 4th.

Superintendent of Park Services Mark Simon told the Board that soccer and baseball fields have been aerated and fertilized and staff has begun mowing. The new playground equipment has been installed at Huffman Park, but the safety surface material has not been delivered yet. He hopes the playground will be completed next week. There is also some drainage work to be completed at the site. The District finally obtained a permit to begin work at the Besinger site. Staff has completed concrete work. A shelter will be built and basketball courts will be installed. The Zoo opened for weekends on April 17th and saw good attendance numbers for the first weekend. The new register system is working out well at the Zoo. Two furnaces were replaced at the Al Price building and an air conditioning system was added. The gravel road improvement project is nearly complete at Randall Oaks Park as well as turf work. A new full time employee was hired for the Horticulturist III position and she will be working May 3rd.

Executive Director Tom Mammoser stated that the District's soccer fields look very good. Last year the District used Silverstone Lakes and Deerpath Parks for limited organized activities. Both of the parks have matured well and the ball diamonds are being utilized by Tri-Cities Little League.

Citizens to be Heard

John Cichowski from the Village of East Dundee stated that he had some questions regarding the project for the sidewalk along Route 68. He said the documents for the project do not contain up to date diagrams of the road. It appears that the sidewalk is too close to the road. Mammoser explained that the drawings have been approved by IDOT. Discussion about the sidewalk project ensued. Mammoser believes there will be more trees cut down to allow for construction of the sidewalk and new trees will be planted. Cichowski is afraid people driving into town will see a chain link fence and concrete. Mammoser explained that the greenery from the golf course will still be visible through the chain link fence. Cichowski stated that the Village of East Dundee voted 5-2 to contribute \$5000 a year for three years towards the cost of the project. Mammoser stated that the District has a vested interest in the project because of the close proximity to Bonnie Dundee Golf Course. The District will attempt to make sure that the project is done aesthetically in the best way to compliment the golf course. The District is about \$40,000 short in funds that were budgeted for the project. Mammoser reported that the Library has decided not to contribute towards the cost of the project. Dundee Township has not yet committed to contributing any funds for the project. The Village of Carpentersville has committed \$10,000 for the project. The Park District has not been involved in the engineering or IDOT approval aspects. The District is waiting to hear from Par Development regarding whether or not the project will move ahead.

Build America Bonds, Financial Overview – Dave Phillips, Speer Financial

Mammoser introduced Dave Phillips of Speer Financial. Phillips reviewed a schedule showing the preliminary 2010 overview of long term debt, extending 2001 debt certificates to 2022 based on \$11,200,000 Government Obligation Build American Bonds, Series 2010, and \$7,800,000 Government Obligation bonds, Series 2015. He explained that in 2009, legislation was passed that enabled net debt service extension to be increased by the annual consumer price index. Scarpelli and Phillips discussed the possibility of the bonds being back loaded.

Mammoser stated that the District has a number of capital projects and replacement needs that would cost much more than the resources available in the budget. The District would like to obtain money for a major project as well as have funds available for other short-term maintenance needs. The model presented by Phillips indicates that the District will need to take \$211,000 out of reserves in 2011 to make payments that year. After that, the District will have \$150,000 available for capital projects per year. In 2015, the District will have additional funds available annually. The District will have more resources available to work with than it has had over the last 20 years.

The Build America bond process can be started as soon as the District wants but it must be completed by the end of the calendar year. Mammoser feels the District should have a good idea by the end of July about what projects the money will be used for and the estimated costs for the projects. He would like the Board to make a decision by the second Board meeting in May

whether or not the District will go ahead with the Build America bond program. Phillips stated that the bonds can be issued without having all the priorities set. He feels a decision should be made fairly soon before the interest rates increase.

Scarpelli asked if Phillips could create a model using the maximum amount of money available under the Build America bond program with no new CIP projects through 2014. Scarpelli and Phillips discussed extending the \$7.8 million issuance from 20 to 25 years.

Mammoser stated that the Build America bond issuance is more complicated than the District's standard bond issuance. The District will need to get rated, there is more paperwork involved and the District will have to deal with the IRS. Phillips stated that the IRS is very leery of political abuse and keeps tight constraints on participants. Scarpelli and Phillips discussed the guarantees that come with the program. Phillips explained the differences between the Build America bond program and a standard bond sale.

Director's Report

1. Operational Budget, New Facility – Mammoser stated that staff has done some research regarding an operating budget for a west side recreation center. He reviewed the information submitted by staff. Mammoser reviewed the proposed hours of operation for the new center. The staffing of the fitness component would be double of what the staffing is at the east side center. There would be two fitness workers within the facility at all times and possibly three at certain times. The front desk at the new center initially would be more simplified than the front desk at the existing recreation center. The proposed budget shows the addition of two new full time staff. One would be a front desk person and one a custodial person. Supervision of the facility would come from within the District's existing staff.

Next Mammoser reviewed staff's estimate of the revenue that a new facility would produce. He anticipates the fitness center will be between 5000-7000 square feet in size, compared to the existing fitness center that is 2000 square feet. There will be the potential for two times the number of members at the new center. Presently there are between 1200-1300 members at the east side facility and the District would hope to have 2500 members at the new facility. Mammoser reviewed the proposed membership fees. He explained that staff has not decided if memberships will be offered that will allow patrons to use both facilities or if there will be separate east side and west side facility memberships. Discussion took place regarding staff's estimate of membership at the new facility. Mammoser stated that the overall revenue relative to the fitness component of the new center is estimated to be \$810,000 per year.

Mammoser reviewed the expenses that staff has estimated for a new center. He began by reviewing estimated salaries for the various fitness center staff that will be hired. Two new full-time positions will be added for maintenance/custodial and front desk attendant. Total salaries are anticipated to be over \$500,000. Mammoser discussed operational costs for the new center. He explained that the present recreation center is 85,000 square feet and the estimated square footage of the new recreation center will be 40,000 square feet. Staff has calculated the total operating costs to be around \$750,000. Therefore,

based on these projections the new recreation center should see a modest profit of around \$50,000 per year. Mammoser stated that the District should be able to fit the operational costs for a new center into the recreation department's budget without it being a drain on existing resources. Mammoser stated that these are conservative estimates. The District would look to grow services as the District grows.

Mammoser has calculated some facility costs based on information he gathered from other park districts. If the District were to build a 40,000 square foot facility at \$150 per square foot average cost, it would cost \$6 million to build. Design and construction contingencies would add another \$900,000. Architectural, engineering and construction manager fees would add another \$900,000. This increases the building cost to \$7.8 million. Adding in equipment, site work and construction brings the total cost to around \$10.8 million.

Superintendent of Facilities Larry Moscato stated that the recreation department has great staff to oversee a new facility. He wants to see the new facility designed to operate with a minimum number of additional staff. He hopes the new facility will be built with a green design in mind. Mammoser stated that the District will call other similar park district facilities to obtain facility operational costs to use for comparisons.

Mammoser explained that the District has contacted a marketing firm to do a feasibility study on a future facility. The District would like to get an idea of the potential membership a new facility could bring to a Randall Road location. The firm would map out where the District's present members live relative to the location of the east side facility. Another aspect the firm would research is the demographics of the nearby area of Randall Road to determine financial means of residents. Through that they could provide an estimate of potential membership at a new facility. The feasibility study would cost around \$4000. Mammoser wants to cover all the bases before a major decision is made. The District will meet with Kane County on April 27th. Soil boring results should be available soon. Lamp Construction is doing estimates as part of the process.

2. Boys and Girls Club – Mammoser reported that the Club paid back the \$30,000 that the District lent them in December of 2009. In 2009 the District gave the Club \$150,000 which included the 2009 contribution of \$75,000 plus an advance on the 2010 contribution of \$75,000. The District has budgeted another \$75,000 for the Club in 2010, but Mammoser hopes the Club will not need additional funds.
3. School District 300 Letter – Mammoser stated that Mike Prombo from District 300 asked for some specifics regarding golf costs for Dundee Crown, as well as discounts given to the Booster Club. The School District charges other community groups for use of their facilities and Prombo needs justification why the Park District does not pay for facility use.

President's Report

Scarpelli stated that he and Mammoser attended the District 300 Leadership Council meeting today. Discussion included the topic of security in the schools. Security measures are being increased by use of cameras and liaison officers. District 300 is involved in a wind farm project. A wind turbine was built at Hampshire High School which generates enough electricity that the high school does not pay an electric bill. Mammoser stated the District will look into the possibility of partnering with the School District regarding a wind turbine for the new west side facility or at the existing recreation center. Discussion followed regarding the subject of wind turbines.

Old Business

Budget – Mammoser informed the Commissioners that the budget will be presented for approval at the May 5th Board Meeting.

New Business

None.

Approval of Executive Session Minutes

O'Leary made a motion with a second by Meschewski to approve the Executive Session Minutes from April 7, 2010. The motion passed 5 to 0.

Additional New Business

None.

Adjourn Meeting

Meschewski made a motion with a second by Bonkoski to adjourn the meeting. The motion passed 5 to 0. The meeting adjourned at 8:52 p.m.